



DEPARTMENT OF THE TREASURY
WASHINGTON, DC

September 3, 2019

Re: 2019-08-155

Ms. Emma Best
c/o MuckRock News
DEPT MR 79460
411A Highland Ave.
Somerville, MA 02144-2516

Email: 79460-51463108@requests.muckrock.com

SENT VIA EMAIL

Dear Ms. Best:

This concerns your Freedom of Information Act (FOIA) request, submitted to Department of the Treasury, dated August 26, 2019. Your request is for the following:

"Documents mentioning or describing any use of "Still Interested" letters (i.e. letters inquiring if the requester is still interested in the records requested) in the processing and/or closure of FOIA requests, including but not limited to:

- * The original proposal for their use*
- * Materials authorizing the use of any of the letters*
- * Controlling policies or procedures*
- * Any reports or statistics tracking their use, responses received and/or impact on any FOIA backlog*
- * Communications with OGIS regarding "Still Interested" letters*
- * Communications between the FOIA offices and and general counsel's/legal services office discussing or mentioning "still interested" letters*
- * Materials describing or discussing the number of days given to requesters to respond*
- * Materials describing the agency's policy on reopening requests when a requester responds after the period of time specified in the letter*

The Department of the Treasury does not maintain centralized records or a central index. Records must be described in reasonably sufficient detail to enable government employees who are familiar with the subject area to locate records without placing an unreasonable burden upon the agency. For this reason §1.5(d) of Treasury's FOIA regulations at 31 C.F.R. Part 1, Subpart A requires that you describe the records in reasonably sufficient detail in order to enable employees who are familiar with the subject area of the request to locate the records without placing an unreasonable burden upon the Department. Whenever possible, a request should include specific information about each record sought, such as the date, name of the office or Bureau, title or name, author, recipients, timeframe and subject matter of the record.

Your amended request should contain a timeframe for the record(s) you are seeking.

Upon receipt of an amended request, you will be advised as to the status of your request.

If we do not receive an amended request from you within 30 days from the date of this letter, October 14, 2019, we will assume you are no longer interested in this FOIA request and will consider your request withdrawn. Please be advised that this action is not a denial of your request and will not preclude you from filing other requests in the future.

You may reach me via telephone at 202-622-0930, extension 2; or via email at FOIA@treasury.gov. Please reference the FOIA number listed on the first page of this letter when contacting our office about this request. If you choose to mail your response, please use the following address:

FOIA and Transparency
Privacy, Transparency, and Records
Department of the Treasury
1500 Pennsylvania Ave., N.W.
Washington, DC 20220

Sincerely,

Michelle Henshaw
FOIA Case Manager, FOIA and Transparency
Privacy, Transparency, and Records (PTR)